

**CITY OF MANCHESTER**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**MONDAY, OCTOBER 10, 2011**

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**COMMISSIONERS**

Dave Willson, Mayor  
Jason Truesdell, Chairman (Term to 2014)  
James Labit, Secretary (Term to 2012)  
Debbie Mizerany (Term to 2012)  
Tom Brown (Term to 2013)  
Jack Fluchel (Term to 2014)  
Mark Smith (Term to 2014)

**CITY OFFICIALS AND OTHERS**

Mike Clement, Alderman, Ex-Officio member  
Franz Kraintz, Planning and Zoning Director  
Cynthia Holten, Recording Secretary

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**CASES**

**#11-SUP-005**

A Special Use Permit is requested by Tim Meyers & Ryan Courtois of Renovations by Hoods to open a home improvement center at 14250 Manchester Road. The property is zoned C-1 Commercial.

**REPRESENTATIVES OF CASES**

- **Renovations by Hoods**  
Tim Meyers & Ryan Courtois  
408 Kehrs Mill Road  
Ballwin, MO 63011  
314 482 4677 (Meyers)  
314 267 6028 (Courtois)

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Resolution Adoption Aspects of the Manchester Road Great Streets Plan

- Franz Kraintz, Planning and Zoning Director
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**1. CALL TO ORDER**

Commissioner Truesdell called the Planning and Zoning meeting of October 10, 2011 to order at 7:00 p.m.

**2. ROLL CALL**

Commissioner Truesdell asked the Recording Secretary to take roll.

Commissioner Debbie Mizerany	Excused	Commissioner Mark Smith	Excused
Commissioner Jack Fluchel	Present	Mayor David Willson	Present
Commissioner/Secretary James Labit	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Director Franz Kraintz	Present
Chairman Jason Truesdell	Present	Cynthia Holten, Recording Secy	Present

3. **APPROVAL OF MINUTES**

Commissioner Labit made the motion to approve the minutes of August 22, 2011. Motion seconded by Commissioner Brown; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

4. **APPROVAL OF AGENDA**

Commissioner Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to modify the agenda and strike Case 11-SUP-005 from the agenda based on the email provided stating Hoods' request for a postponement of their presentation to the next meeting on October 24, 2011. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

5. **OLD BUSINESS**

**Resolution Adoption Aspects of the Manchester Road Great Streets Plan**

Director Franz Kraintz said at the last meeting, the Commissioners had provided input on the resolution, adopting certain elements of the Great Streets Plan. That resolution has thus been modified and revised per their input and the current draft before the Commissioners incorporates those changes that were requested. To summarize, these changes clarified the City's segment of the corridor ensuring it goes through the City's entire City limits. Director Kraintz recapped the improvements to the corridor that this Commission was comfortable in adopting: 1) improving sidewalks, 2) improving street lighting and 3) installing wayfinding signage and block numbering. He said one of the provisos in that resolution was to work with the four other cities that encompass the Manchester Great Streets to commit to find the funding and to coordinate those projects.

Commissioner Fluchel had no questions.

Commissioner Labit commented that the resolution rewrite was very well done, clear, and says what the Commission intended. He said he appreciated the effort to make it a simple and clear document.

Commissioner Brown had no questions.

Mayor Willson had no questions.

Alderman Clement said since it has been such a long time, he suggested that the Commission defer approval again because the City is just beginning the budgeting process for 2012. He said this is a new development and would like to see how these expenditures fit into that budget. He asked what funds will the City be committing to if this Commission approved this tonight.

Director Kraintz said it was his impression when this was prepared that the East-West Gateway, through MODOT, was allocating \$5 million toward these improvements for all cities. That meant no contribution on the City's part. Alderman Clement asked not even a 20%. Director Kraintz stated 20% is not required to use this \$5million. Director Kraintz said whether the \$5 million can fully cover all these elements is unknown because those costs have not been fully estimated. Alderman Clement asked if staff was absolutely positive that this puts no financial burden on the City budget for the next two years. Director Kraintz said that is correct. Director Kraintz added that this assumes that the City of Manchester joins in with the Great Streets group and undertakes these improvements since the \$5 million is tied to the Great Streets project.

Alderman Clement said the Board has had several conversations about funding their portion of the project as part of this five city grouping. He asked to be reassured once again that there is no requirement for additional funding from the City by this Commission approving this. Director Kraintz said that is correct and stated that the \$5 million was earmarked for that. Mayor Willson interjected that there is no match, no 80/20 requirement on that \$5 million.

Alderman Clement said that this his only concern now and for future years as well and any affect it will have on the City's budget. He stated if there is no burden on the City to pay for any additional costs, he would withdraw his concern about approving this tonight. Director Kraintz said the City's effort has been to use that money that has been provided by MODOT for these purposes.

Commissioner Labit said it was his understanding that once the Commission gave its approval for this project, it would be recommended to the Board for its review of budget issues, costs, time lines, extent of element participation and final approval. He said the only non funded items might include the improvements of the City's outer limits east of Highway 14.

Commissioner Truesdell commented that this Commission doesn't have the authority to designate funding; only the Board does. Alderman Clement said while that is true, this Commission is the approving body for this document, but only the Board can approve any additional funding for this project.

Director Kraintz added this Commission approves the resolutions that pass the amendments to the Comprehensive Plan. Director Kraintz said that Commissioner Labit had brought up a good point about the city limits. Director Kraintz said he would seek clarification on whether that \$5 million funding includes just to Highway 141 and not the City's entire city limits each of Hwy. 141, as stated in the Great Streets Plan. He said if the City must fund improvements for this segment of the city limits, then this will need to be a budget consideration for the Board.

Commissioner Labit said it had been pointed out previously that the Highlands development has improved most of the north side of Manchester and the TDD with funding streamed for the south side improvements, the financial impact on the City should be fairly minimal when improving the segment east of Hwy. 141. Alderman Clement encouraged Director Kraintz to seek clarification on what the impact would be on funding with the Commission approving this document. Director Kraintz said Commissioner Labit raised a good point when he stated the City has the TDD and the Highlands with improvements at least go to Enchanted Parkway, but said he would get that verification.

Commissioner Truesdell suggested that the Great Streets resolution be tabled until next meeting, especially since the two Commissioners were not in attendance. Commissioner Labit said the Commission has postponed this for a long time and can see no reason to not approve it tonight. He added this document is not going to change at all and it certainly does not give funding exposure to the City. Commissioner Truesdell agreed and said the approval of the document does not allocate funds nor assigns a time line and withdrew his suggestion to withdraw. Director Kraintz explained how this was just part of the comprehensive plan and again assured the Commission that no funds or deadlines will be incurred.

Commissioner Fluchel made the motion to approve the resolution adopting certain elements of the Resolution of the Manchester Road Great Streets Master Plan. Commissioner Brown seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

## 6. NEW BUSINESS

No new business.

**7. PLANNING AND ZONING DIRECTOR'S REPORT**

Planning and Zoning Director Krantz said that Case 11-SUP-005 – Renovations by Hoods, originally scheduled for tonight's meeting will be carried to the next Planning and Zoning meeting on October 24. In addition, there will be a site plan review for an addition at 916 Kinsale as well as the eight-lot Tuscan Valley subdivision. Commissioner Truesdell asked if this concerned the rain barrel issue. Director Krantz said that Commissioner Truesdell was referring to the rain barrel issue at 513 Joyce Ann that will be discussed at the October 24, 2011 meeting as well.

**8. EX-OFFICIO'S REPORT**

Alderman Clement said the City has just started the 2012 budgeting process and that was why he was concerned about any possible financial costs for the Great Streets project. He said he looked at the property that Hoods would like to move into and had heard the concerns of several people regarding Hoods as a business in the City. He said he's also looked at the conditions that have gone back and forth between lawyers and noted that nothing was mentioned about the Commission's right to review the proposed site plan and Hoods plans for the exterior of that building. He said it is important that the Commission is provided with these plans to determine if this would be a good fit for the City and if the front of that store is done in a tasteful way. He added that the Commission had worked with Weekends Only and many other businesses who presented their plans to us and he hoped that Hoods provides the Commission with a presentation that includes what the store will look like. He encouraged Director Krantz through dialog and written conditions that Hoods provide the Commission with the exterior plans so that the Commission will know what Hoods will look like. Director Krantz said he would contact them and get some elevation views as well as proposed signage plans.

Commissioner Brown asked if Hoods intends to store wood and cabinets behind the store. Director Krantz said they would not. He said there would be no outside storage, no cluttered aisles, and no unattractive signs. He further explained that those conditions are based on Hoods' letter of intent to upscale their store here and that is what we expect from them. Commissioner Labit said when he learned Hoods was contemplating coming to Manchester, his first reaction was negative. He encouraged Director Krantz to pursue the suggestion to have Hoods use a dba and keep the Hoods name off the store front and business materials to mask the fact that it is a Hoods from the spending public who make the purchasing decisions.

Mayor Willson commented about the Hoods store on Telegraph Road and said if the Manchester store would look this good then Hoods should put their name on it.

**9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION**

Commissioner Truesdell commented that the City staff and all involved did a great job on this year's Homecoming. He said a friend of his from Eureka had come to our Homecoming for the first time and commented that it was a first class event and said how impressed he was by the cleanliness of the carnival workers' booths, attractions, food stations, and rides.

**10. ADJOURNMENT**

Commissioner Labit made the motion to adjourn the Planning and Zoning Commission meeting of October 10, 2011, at 7:22 p.m. Motion seconded by Commissioner Brown; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

Respectfully submitted by Cynthia M. Holten, Recording Secretary

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